

COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"



February 8, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**REJECTION OF ALL BIDS AND
ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT
FOR GENERAL PARK IMPROVEMENTS AT
TED WATKINS MEMORIAL PARK
C.P. NO. 86399, SPEC. NO. 03-0010
(Second District 3- Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Reject all bids received on November 4, 2004, for the General Park Improvements at Ted Watkins Memorial Park, based on the non-responsiveness of all bidders.
2. Adopt the Plans and revised Specifications No. 03-0010 for General Improvements at Ted Watkins Memorial Park, at an estimated construction cost limit of \$1,031,167 and instruct the Executive Officer-Clerk of the Board to advertise the project for construction bids in accordance with the "Instructions Sheet for Publishing Legal Advertisement," and to seal and return the plans and specifications to the Department of Parks and Recreation.
3. Authorize the Director of Parks and Recreation to extend the bid date up to a maximum of three weeks, to allow for inclusion of any addenda developed during the bid process.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will reject the two (2) construction bids received on November 4, 2004, for the general improvement project at Ted Watkins Park and adopt revised plans and specifications, authorize the re-advertisement of construction bids for the project and authorize the Director of Parks and Recreation to extend the bid date for up to a maximum of three weeks, if necessary.

The proposed project consists of the renovation of existing soccer field turf; installation of a protective ornamental fence along the perimeter of the soccer field; installation of new soccer field lights; refurbishment of the soccer field irrigation system; installation of a trench drain at the soccer field; refurbishment and conversion of restrooms for ADA compliance in three (3) buildings; replacement of three (3) lifeguard towers within the pool area; installation of ADA compliant concrete paths of travel in specific areas of the park; replacement of lighting fixtures for two (2) baseball fields; asphalt slurry and striping of the parking lot at 103rd Street, and asphalt slurry of the park maintenance yard and driveway. In addition, youth employed under the Youth Employment Plan will provide minor grading and installation of decomposed granite in the picnic area; painting and replacement of damaged boards on two (2) baseball field bleachers; painting fourteen (14) bleacher frames; replacement of damaged backstop boards and replacement of damaged player bench boards.

On September 7, 2004, your Board adopted the plans and specifications, and authorized the advertisement for construction bids, for the Ted Watkins Memorial Park General Park Improvements Project. Two bids were submitted to the Department on November 4, 2004. Upon review of the two bids, it was determined that both bids were non-responsive and therefore both bids were rejected.

The bids were found to be non-responsive due to incomplete submission of required documents and discrepancies in the required licenses. The project specifications have been revised to clarify the license requirements.

Approval of the recommendation to extend the bid date, up to a maximum of three weeks, will assure that the County receives the best and lowest bids possible by allowing the department to address questions raised by the bidders and additional time to amend their bids, as necessary.

Implementation of Strategic Plan Goals

The project will enhance the County's Strategic Plan Goal Number 1, Service Excellence, through the enhancement of services at a highly used facility. The proposed improvements also enhance Fiscal Responsibility (Goal Number 4) by investing in public infrastructure. Finally, the proposed park improvements will also contribute to Children and Families Well-Being (Goal Number 5) and Community Services (Goal Number 6) by providing facilities that will enhance activities that promote good health, safety and survival, and social and emotional well being in the unincorporated portion of South Los Angeles.

FISCAL IMPACT/ FINANCING

The base construction budget was originally estimated at \$1,031,367. The total project cost, including plans and specifications, plan review, construction, consultant services, at-risk youth employment and County services, was estimated at \$1,589,208.

In light of the recent market increases in construction costs, an independent cost estimate was obtained prior to the original bid period. The independent estimate placed the project's current construction cost at \$1,193,368, which would increase the total project budget to \$1,767,232. The Project Schedule and Budget Summary are included in Attachment A.

Due to the volatility of the current construction market, we are recommending that your Board defer any adjustments to the project budget until the second bid process has been completed. At that time, we will return to your Board with final recommendations regarding any necessary adjustments to project scope, funding, and award of the construction contract.

The proposed project is currently funded from the Safe Neighborhood Parks Proposition of 1996 (\$809,208) and a State competitive grant under the Murray-Hayden Program of Proposition 12 (\$780,000).

Operating Budget Impact

Based on the current project schedule, one-time and ongoing operating costs would be incurred beginning in Fiscal Year 2005-06 and will be submitted by Parks and Recreation as part of its Budget Request to the Chief Administrative Office. The CAO will review the operating requirements and available funding as part of the budget and make a final recommendation to your Board at that time.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction contract, in the form previously approved by County Counsel, will be used for this project.

As required by your Board, the following standard provisions have been incorporated into the project specifications: Solicitation of Improper Consideration by County Employees; Consideration for Employment of Qualified Current or Former County Employees; Consideration to Hire Qualified Employees in the County's Greater Avenues for Independence and General Relief Opportunities for Work (GAIN/GROW) Programs; Contractor Notification to Employees Regarding Potential Eligibility for Federal Earned Income Credit; Local Small Business Preference; Contractor Employee Jury Service Program; Contractor Responsibility and Debarment; Child Support Compliance Program; and Safely Surrendered Baby Law.

The contractor shall comply with all provisions of the Labor Code of the State of California, including payment of wage rates that are not less than prevailing wage rates determined by the State Division of Industrial Relations to all employees/workers on the project.

The contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor must certify and agree that all persons employed by such firm, contractor's affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, color, religion, sex or national origin and in compliance with all anti-discrimination laws of the United States of America and the State of California.

As required by your Board, language has been incorporated into the specifications stating that the Contractor shall acknowledge that the County has established a goal of ensuring all individuals who benefit financially from the County through contracts are in compliance with their court-ordered child, family and spousal support obligations and Contractors shall provide identifying information concerning principal owners to the District Attorney's Office, as requested.

As part of the department's program to fulfill the Youth Employment Minimum Obligation adopted for the County by your Board on June 26, 1997, language has been incorporated into the project specifications encouraging the Contractor to employ at-risk youth from the community where the construction project is located. In addition, on September 7, 2004, your Board adopted a Youth Employment Plan that identifies tasks that will be performed by at-risk youth under the department's supervision.

In accordance with your Board's request of February 3, 1998, this contract opportunity will be posted on the County's Office of Small Business web site following your Board's approval.

ENVIRONMENTAL DOCUMENTATION

On September 7, 2004, your Board found this project to be categorically exempt from the California Environmental Quality Act (CEQA).

CONTRACTING PROCESS

Attachment "B" is the "Instruction Sheet for Publishing Legal Advertisements." Advertising an offer to "Consider Equivalents" is not warranted since materials are covered by descriptive technical specifications adequate for competitive bidding.

The dates indicated in the "Official Notice Inviting Bids" are predicated on Board approval on February 8, 2005. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation. Additionally, the bid period may be extended at the discretion of the Department, up to a maximum of three weeks, to allow for inclusion of any addenda presented to the bidders during the bidding process.

Community Business Enterprise (CBE) participation in the project will be enhanced through the Capital Project CBE Outreach Programs and by the requirement that bidders demonstrate their good faith efforts to utilize CBE.

Purkiss Rose, rsi, Landscape Architects, will provide design services and construction observation services on the project through the Department's As-Needed Design Agreement No. 72025, previously approved by your Board on December 8, 1998, as amended by your Board on November 12, 2002. The revisions to Specification 03-0010 do not require any additional design services from Purkiss Rose, rsi.

IMPACT ON CURRENT SERVICES (OR PROJECTS)


This proposed project will renovate a facility already in operation and, as such, will have minor impact on current services. It is anticipated that the project will begin construction in May 2005 and will be completed in November 2005.


The Honorable Board of Supervisor
February 8, 2005
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CONCLUSION

Please instruct the Executive Officer-Clerk of the Board to forward one (1) conformed copy of this letter to the Chief Administrative Office, Capital Projects Division and one conformed copy to the Department of Parks and Recreation, Project Management Division, for distribution.

Respectfully,


Russ Guiney
Director


David E. Janssen
Chief Administrative Officer

Attachments (3)
bj:tedwatkinsadopt.lwp

c: Executive Office (22)
County Counsel

ATTACHMENT A

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT
GENERAL PARK IMPROVEMENTS AT
TED WATKINS MEMORIAL PARK
C.P. NO. 86399, SPEC. NO. 03-0010
(Second District - 3- Vote Matter)**

Project Activity	Scheduled Completion Date	Revised Completion Date
1. Land Acquisition	N/A	N/A
2. Environmental Impact Report	N/A	N/A
3. Program	6/29/99	5/23/02
4. Schematic Design	11/7/01	
5. Design Development	10/3/02	
6. Construction Documents	10/17/02	5/14/04
7. Jurisdictional Approval	5/25/04	8/24/04
8. Construction Contract Award	11/29/04	5/7/05
9. Construction Start	12/14/04	5/7/05
10. Final Inspection	7/4/05	11/10/05
11. Final Acceptance	7/11/05	11/16/05

II. PROJECT COST SUMMARY

Cost Category	Original A/E Estimate	Independent Cost Estimate
1. Land Acquisition	N/A	N/A
2. Plans and Specifications	\$90,750	\$90,750
3. Plan Review	\$10,000	\$10,000
4. Make-Ready Activities	N/A	N/A
5. Construction	\$1,031,367	\$1,193,368
6. Change Order/Contingencies	\$103,314	\$119,337
7. Equipment	N/A	N/A
8. Consultant Services	\$12,240	\$12,240
9. County Services	\$274,037	\$274,037
10. At Risk Youth, Supervision & Materials	\$67,500	\$67,500
TOTAL	\$1,589,208	\$1,767,232

ATTACHMENT B

TO: Executive Officer-Clerk of the Board of Supervisors
County of Los Angeles
State of California

FROM: Project Management Division
Department of Parks and Recreation

Regarding: NOTICE INVITING CONSTRUCTION BIDS
ON DRAWINGS AND SPECIFICATIONS
LISTED UNDER PROJECT TABULATIONS

**ADVERTISE FOR CONSTRUCTION CONTRACT
FOR GENERAL PARK IMPROVEMENTS AT
TED WATKINS MEMORIAL PARK
INSTRUCTION SHEET FOR
PUBLISHING LEGAL ADVERTISEMENT**

PUBLISHING

In accordance with the State of California:

Public Contract Code Section 20125, and Government Code Section 6066 and 6062, under which you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper.

Also publish in the following:

1. Local paper
2. Any newspaper requested by the **SECOND** District.

Forward three reprints of the attached advertisement to the Project Management Division, Department of Parks and Recreation, 510 South Vermont Avenue, 1st. floor, Los Angeles, California 90020, Attention Ben Johnson, Project Manager.

OTHER INSTRUCTIONS

The dates indicated in the "Official Notice Inviting Bids" are predicated on Board approval on **February 8, 2005**. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation.

OFFICIAL NOTICE - INVITING BIDS

Notice is hereby given that the Executive Officer-Clerk of the Board of Supervisors will receive sealed bids in a place, time, and manner hereinafter described, for furnishing all materials, labor, and equipment required for the construction to complete the following work:

PROJECT TABULATION

<u>SPEC. NO.</u>	<u>PROJECT</u>	<u>DEPOSIT</u>	<u>DATE OF BID OPENING</u>
03-0010	<i>Ted Watkins Memorial Park Recreation Area General Improvements</i>	\$50.00 Nonrefundable	March 28, 2005

There will be a mandatory pre-bid walk-through for this project on Monday, February 28, 2005, at 10:00 a.m. at the site (1335 East 103rd Street, Los Angeles, California). Attendance at the walk-through is mandatory. A bid submitted by a contractor who has not attended the mandatory pre-bid walk-through may be deemed non-responsive for that reason.

Deadline for submitting bids is **Monday, March 28, 2005, at 10:45 a.m.** Bids will be opened the same morning at 11:00 a.m. at the Department of Parks and Recreation, 510 South Vermont Avenue, 1st Floor, Los Angeles, California 90020 in the first floor conference room.

Construction time is to be a maximum of one hundred and eighty-five **(185)** calendar days for the entire project.

Bids shall conform to Drawings and Project Manual open to inspection in the Office of the Executive Officer-Clerk of the Board of Supervisors, and at the **Department of Parks and Recreation, 510 South Vermont Avenue, 1st Floor, Los Angeles, California 90020**. Copies of Project Manual and Drawings of the work to be bid upon can be obtained at the Department of Parks and Recreation, 510 South Vermont Avenue, Los Angeles, California 90020.

Each bid shall be submitted on a form obtained at the address above. Bids shall be sealed and filed at **510 South Vermont Avenue, Los Angeles on or before 10:45 a.m.** on the date indicated. Bids will be publicly opened, examined, and declared by the Department of Parks and Recreation at 11:00 a.m. this date at 510 South Vermont Avenue, Los Angeles, California 90020.

For information, call Mr. Benjamin Johnson (213-738-2708).

Bidders must comply with the provisions of the Bidding Requirements, General Conditions, and the Project Manual concerning bid guarantee, contract bonds, and insurance requirements. This project requires the Prime Contractor to possess a license classification of **"(A)" or "(B)"** at the time of submitting the bid. The **"(B)"** Contractor is also required to hold the following specialty license: **C-12 (Paving & Grading)**. The **"(B)"** Contractor may meet the specialty License requirement by listing a

sub-contractor with this license on his form of bid. In the event that the "(B)" Contractor uses a sub-contractor to meet the C-12 (Grading and Paving) requirements, the sub-contractor with the C-12 License must receive all of the grading work as well as the paving work.

The Board of Supervisors reserves the right to reject any or all bids and also reserves the right to waive technical, trivial, or insubstantial errors and discrepancies in bids submitted in the public interest.

Pursuant to the Labor Code of the State of California, the State Department of Industrial Relations has determined the general prevailing rate of per diem wages for each craft or type of worker needed to execute any construction contracts, which may be awarded, to the successful bidder or bidders by the County of Los Angeles. In the event the Contractor or any subcontractor employed by Contractor pays a worker less than stipulated prevailing rate for such work or craft, the Contractor will be liable for all forfeits and additional wage payments as provided in Sections 1775 and 1776 of the Labor Code of the State of California.

Contractor may substitute securities for retention moneys to be withheld in accordance with the conditions of Public Contract Code Section 22300.

Bids must provide full disclosure on False Claim Act violations and civil/criminal legal actions as provided for on the respective attachments in the bid package. Failure to complete these forms may result in the determination that the bidder is non-responsive and/or not responsible.

Prior to the date and time of submission of bids, bidders shall submit separately to the District Attorney a completed Principal Owner Information (POI) Form if such form is not currently on file with the District Attorney. Bidders shall certify, in accordance with Section 2.200.600 of the County Code, that: 1) the POI Form has been appropriately completed and provided to the District Attorney with respect to the Contractor's principal owners; 2) the Contractor has fully complied with all applicable State and Federal reporting requirements relating to employment reporting for its employees; and 3) the Contractor has fully complied with all lawfully served Wage and Earnings Assignment Orders and Notices and will continue to maintain compliance. Such certification must be submitted on the Child Support Compliance Program (CSCP) Certification Form included as one of the proposal forms. Failure by the bidder to submit the CSCP Certification (which includes certification that the POI Form has been submitted to the District Attorney) may result in the determination that a bid is non-responsive (County Code Section 2.200.070)

These terms shall also apply to proposed subcontractors of Bidders on County contracts.

In evaluating bids, the County will give preference to businesses that are certified by the County as a Local Small Business Enterprise (Local SBE), consistent with Chapter 2.204 of the Los Angeles County Code. A Certified Local SBE is: 1) a business certified by the State of California as a small business enterprise; and 2) a business having its principal office currently located in Los Angeles County for

a period of at least the past twelve months; and 3) certified by Office of Affirmative Action Compliance as meeting the requirements set forth in 1 and 2 above. Certified Local SBEs must request the SBE Preference in their solicitation responses and may not request the preference unless the certification process has been completed and certification affirmed. County must verify Local SBE certification prior to applying the preference. Sanctions and financial penalties may apply to a business that knowingly and with intent to defraud fraudulently seeks to obtain or maintain certification as a certified Local SBE.

Information about the State's small business enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Small Business Certification and Resources Website at <http://www.pd.dgs.ca.gov/smbus/default>.

Si necesita mas informacion sobre este anuncio, llame el Sr. Andres Lopez, (213) 738-3066.

These terms shall also apply to proposed subcontractors of Bidders on County contracts.

Bidders are urged to familiarize themselves with bid documents and specifications package No. 03-0010.

The County of Los Angeles encourages bids from all certified minority and women-owned firms. On final analysis and consideration of award, contractor will be selected without regard to gender, race, creed, or color.

Published by order of the Board of Supervisors of the County of Los Angeles, State of California, dated February 8, 2005.

VIOLET VARONA-LUKENS
EXECUTIVE OFFICER-CLERK OF THE
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES